

TOWN OF ACTON SELECT BOARD MEETING

March 2, 2022

6:00pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Tom McGurty is connected to the meeting by phone. He will listen to the meeting, but will be unable to vote on any issues.

2. WARRANTS/BILLS: Signed

3. APPROVAL OF AGENDA:

Kimberly Stacey-Horn made a motion to approve the agenda. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

4. MINUTES OF LAST MEETING

Kimberly Stacey-Horn made a motion to approve the minutes of the meeting of February 23, 2022. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

5. TOWN ADMINSTRATOR WEEKLY UPDATE:

- The Planning Board's proposed amendments have been distributed.
- The Sheriff's log reported that there was a rollover accident in Shapleigh when a car hit an icy patch.
- The Sheriff's Office reported that within two weeks Deputy Mr. Sanborn will report for duty. He will attend a Select Board meeting for introductions.
- Maine Municipal Health Insurance provided a cost analysis that shows that their policies have only increased 3% over the past 3 years, which is a substantial savings over the increases of other policies. The Maine plan is a good coverage plan with lower deductions. There will be more investigation into the Plan's coverage to be aware of the impact on employees. The Plan would be put on the Budget as a Warrant Article.
- The roads in the Town of Acton are posted.
- There will be a Community Yard Sale on April 3, 2022, to benefit Neighbors Helping Neighbors.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES:

Executive Session 405 6-A: Kimberly Stacey-Horn made a motion to move to Executive Session. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

Executive Session 405 6-A: Kimberly Stacey-Horn made a motion to come out of Executive Session. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

Kimberly Stacey-Horn made a motion to terminate the current Handyman/ Transfer Station Superintendent. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0. Adjustments were made to the current job description.

7. OLD BUSINESS:

A. Personnel Policy:

A few revisions to the Personnel Policy were made regarding full time salary, employee discipline practices, and confidentiality.

Kimberly Stacey-Horn made a motion to approve the revisions of the Personnel Policy. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

B. Medical Director Position:

The Medical Director job parameters were returned from the Lawyer. As a First Responder, accreditation must be maintained. If the Medical Director responds as a paramedic in the event of a major trauma, they would be compensated on the Paramedic pay scale, as an employee under workers compensation. They could also be considered as a per diem as a sub contractor on call. When the interviews are conducted, The Select Board will set the compensation. The approval was tabled until the next meeting.

C. RFP – Audit:

The Audit will be divided into two parts:

- One part will be to assist the Treasurer to maintain internal controls
- The second part would be to do the Audit

Kimberly Stacey-Horn made a motion to approve the revisions of the RFP for the Audit. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

D. RFP – Siding: Tabled until the next meeting

E. Recreation Director Job Description:

The Rec Director Job Description was discussed. A Stipend of \$13,000, was discussed which works out to \$250.00/ week at 15 hours per week. Permission was given to post the position.

8. NEW BUSINESS:

A. Letter to Town of Shapleigh:

Fire Chief Rick Smith read a letter that he would like to send to the Town of Shapleigh regarding the fact that in 2021, Acton covered 70 Shapleigh calls and Shapleigh covered 6 of Acton's calls when Acton was already on a call. So far, in 2022, Acton has covered 13 of Shapleigh's calls, and Shapleigh has not covered any of Acton's calls. Because these are not mutual aide calls, in response to Acton covering Shapleigh's calls, a fee of \$2000.00 per call will now be assessed to Shapleigh. Chief Smith wants to be supportive, but does not want to take over Shapleigh's calls. After discussion, a revision was made to the letter.

Kimberly Stacey-Horn made a motion to approve the revisions of the letter to the town of Shapleigh and it could be sent out to Select Board Chairman Scott Cudworth. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

B. Parking Lot:

Will Langley reported that rough grades have been shot of the parking lot. The plan is to demolish the old building and then pave the parking lot. The Budget for this is in reserve and the permission of the citizens is sought.

C. West Shore Drive Culvert:

Will Langley reported that a new engineer is now working on the culvert project. Culvert designs will be forth coming for the Select Board to view. When the plans arrive there will be a meeting scheduled with the Square Pond Association, Inland Fisheries, the Select Board, and the Road Commissioners. A rough estimate of the cost will be reviewed.

D. Budget Discussions:

The Select Board's current discussion proposed a 5% or 7% increase to be recommended for salaries.

9. PUBLIC COMMENT:

- Dennis Long requested a copy of the proposed budget before the March 14th Warrant and Finance Committee meeting.
- Ray Lopez asked for clarification regarding the Medical Director position.

10. ANNOUNCEMENTS:

See Town Website.

Kimberly Stacey-Horn made a motion to adjourn the meeting. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

11. MEMBERS PRESENT: Kimberly Stacy-Horn and David Winchell, Jr.

12. ATTENDANCE: Rick Smith, William Langley, Robin Ham, Adam Doliber, Joe Ruma, Dennis Long, Joyce Baski, Ray Lopez, Deborah Lopez